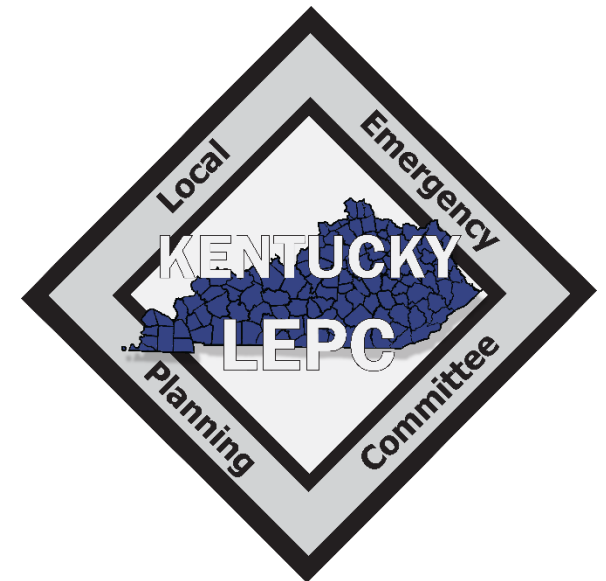


“Serving Our Commonwealth”



**2020
KERC/LEPC
Calendar of Events**





"Serving Our Commonwealth"

Program Notes:

- Responsibilities of the LEPC
- All KERC Grant documentation, with the exception of EHS Facility Emergency Response Plans, should be submitted through the electronic forms in the Kentucky LEPC Dashboard

Purpose (KERC/LEPC Calendar):

This document is designed to provide LEPC members with a timeline of the grant requirements found in EPCRA, KRS, and KAR. It will also serve as a valuable tool in planning yearly LEPC meetings and exercises. Tentative dates for the bi-monthly KERC meetings have been included. All LEPC Chairs are welcome to attend and encouraged to contact the KERC Program Manager to schedule agenda time for presentations regarding current LEPC events, issues, requests, and general updates of activities.

Target Audience (KERC/LEPC Calendar):

The target audience for this document is any private citizen with an interest in community awareness and emergency preparedness and current members of an LEPC. Specifically, the Chair, Vice-Chair, Treasurer, and persons whose role with the LEPC typically includes the responsibility to complete any/all of the following forms and documents:


Annual Certification Letter
Bylaws
Detailed Budget
EHS Plans
Grant Application
Grant Ledger

Meeting Minutes
Membership Cover Page/Membership List
Personal Property Inventory
Public Legal Notice



November 2019



Sun	Mon	Tue	Wed	Thu	Fri	Sat
No later than November 30 : 1) Submit updated LEPC Membership List and LEPC Membership Cover Page, KERC Form 104-MCP 2) Submit Bylaws, with certification stating: 1) There were no changes; OR 2) The bylaws have been revised and the revisions are included 3) Submit LEPC Personal Property Inventory, KERC Form 103-PPI, for all items valued over \$500.00 4) Publish public information on committee activities entitled "Public (Legal) Notice Advertisement"					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19		21	22	23
24	25	26	27	28	29	30

Submit: LEPC
Membership List
and MCP, Bylaws,
and PPI
Publish: Public
(Legal) Notice



December 2019




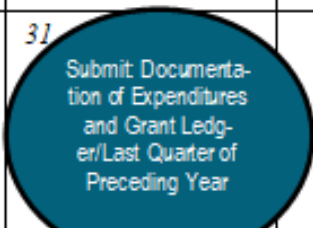
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31		No later than <u>December 31</u> , each LEPC shall provide the Chairman of the KERC, or designee, a photocopy of the "Public (Legal) Notice Advertisement" published. The name of the newspaper and the publication date must be clearly shown.		

Submit photocopy of published Public (Legal) Notice



January 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
The LEPC shall provide the Chairman of the KERC, or designee, documentation of expenditures, including bank statements, canceled checks, invoices, receipts, and a Grant Ledger, KERC Form 105-GL on a quarterly basis. The final due date for submissions of documents from the final quarter of the preceding year shall be no later than January 31 .			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15 	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31 	



February 2020




Sun	Mon	Tue	Wed	Thu	Fri	Sat
No later than <u>February 28</u> , the LEPC shall submit the LEPC Grant Application to the KERC LEPC Coordinator.						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28 Submit LEPC Grant Application	29



March 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Facility Deadline: Tier II Report and FACL	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 	19	20	21
22	23	24	25	26	27	28
29	30	31	Facilities must submit by March 1: 1) Tier II Report 2) Facility Annual Certification Letter (FACL) **Notes: The FACL must state: 1) There are no changes to the EHS Plan; OR 2) The EHS Plan has been revised and the revisions are included with the FACL.			



April 2020




Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p>No later than April 1 each year, the LEPC shall review all existing EHS Facility Emergency Response Plans and submit an Annual Certification Letter (ACL) to the KERC EHS Planner stating that:</p> <ol style="list-style-type: none"> 1. There were no changes; the plan is correct as is; OR 2. The plan has been revised and the revisions are included with the ACL. 			<p><i>1</i></p> <p>Submit ACL and EHS Plans</p>	<p><i>2</i></p>	<p><i>3</i></p>	<p><i>4</i></p>
<p><i>5</i></p>	<p><i>6</i></p>	<p><i>7</i></p>	<p><i>8</i></p>	<p><i>9</i></p>	<p><i>10</i></p>	<p><i>11</i></p>
<p><i>12</i></p>	<p><i>13</i></p>	<p><i>14</i></p>	<p><i>15</i></p>	<p><i>16</i></p>	<p><i>17</i></p>	<p><i>18</i></p>
<p><i>19</i></p>	<p><i>20</i></p>	<p><i>21</i></p>	<p><i>22</i></p>	<p><i>23</i></p>	<p><i>24</i></p>	<p><i>25</i></p>
<p><i>26</i></p>	<p><i>27</i></p>	<p><i>28</i></p>	<p><i>29</i></p>	<p><i>30</i></p>		



May 2020



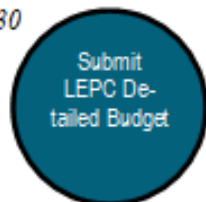
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20 	21	22	23
24	25	26	27	28	29	30
31						



June 2020





Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	<p>No later than June 30, LEPCs shall submit a LEPC Detailed Budget, KERC Form 102-DB, to the Chairman of the KERC, or designee, identifying how the funds requested on the LEPC Grant Application are to be spent.</p>			





July 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
No later than <u>July 30</u> , the KERC will make the KERC Fee Account Grant awards.			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15 	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30 	31	



August 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



September 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23 	24	25	26
27	28	29	30			



October 2020




Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



November 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 	19	20	21
22	23	24	25	26	27	28
29	30 Submit: LEPC Membership List and MCP, Bylaws, and PPI Publish: Public (Legal) Notice	No later than November 30 : 1) Submit updated LEPC Membership List and LEPC Membership Cover Page, KERC Form 104-MCP 2) Submit Bylaws, with certification stating: 1) There were no changes; OR 2) The bylaws have been revised and the revisions are included 3) Submit LEPC Personal Property Inventory, KERC Form 103-PPI for all items valued over \$500.00 4) Publish public information on committee activities entitled "Public (Legal) Notice Advertisement"				



December 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	No later than December 31 , each LEPC shall provide the Chairman of the KERC, or designee, a photocopy of the "Public (Legal) Notice Advertisement" published. The name of the newspaper and the publication date must be clearly shown.	

Submit photocopy of published Public (Legal) Notice

Please do not hesitate to contact any of the KYEM Staff if you have any questions:

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Steve Brukwicki
Kentucky Emergency Management
Boone National Guard Center
EOC Suite 210
110 Minuteman Parkway
Frankfort, KY 40601
Office: 502-607-5759
Fax: 502-607-1008
steven.e.brukwicki.nfg@mail.mil

LEPC Program Coordinator
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